Secdt. II-27—100,000—21-5-40

Revenue (1938) Department

SERIES.

G.O. No. 2020

Dated 24. 8. 40

[Despatch Abstract.]

Public Services - Provincial Services - Madras Civil Service (Executive Branch) - Probationers recruited

otherwise than by transfer from the Madras Service - Course of training - Revised

Book Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.
40	775	Pub (Rev)	24.3.48			
MS	1380	Rev	10.2.62			
	1313	Int (Pol)	17.2.48			
	1136	Rev	7.6.34			

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

:) Work with an Industrial Tribunal — 2 days.

(i) Visits to a few typical Industrial establishments in the area and study of their general working.

(ii) Study of adjudication work by the Industrial Tribunals.

The Inspector of Factories should take the probationer to typical industrial establishments in the area to acquaint him with their general working.

The periods as well as the order in which the Probationary Deputy Collector should go from one office to another referred to in items 9 to 14 above may be varied by the Collector of the district accordi to circumstances.

True Copy.

R. Thiagarajan 22.1.54

Office Assistant,
Madras Record Office.

MG.

5. Work with a Divisional Officer.	6 weeks.
6. Settlement Training (The Probationary Deputy Collector should spend two weeks with the Inspecting Tahsildar or corresponding officer and 4 weeks with the settlement officer.)	6 weeks.
7. Training in the Collector's office. (During this period files in certain important sections should after having been seen by the Sharistadar be sent to the Probationary Deputy Collector before submission to the Collector).	1 month.
8. Work in the treasury. (The probationary Deputy Collector whould be in the independent charge of the treasry for two weeks.)	1 month.
9. Work with Minor Irrigation Overseer. and Supervisor.	2 weeks.
10. Training with an Executive Engineer.	2 weeks.
11. Work in the Cooperative Department of the district. (During this period the Probationary Deputy Collector should prepare his report on the rural economy of a typical village)-	2 weeks.
12. Work with a District Superintendent of Police.	2 weeks.
13. Work with a District Agricultural Officer.	2 weeks.
14. Work with a district Forest Officer	2 weeks.
15. Work with the Commissioner of a Municipality (for studying the normal municipal administration.)	1 week.
16. Work with the Secretary of a District Board (for studying the general principles of district administration).	1 week.
17. Training with a District Prohibition Officer.	2 weeks.
18. Training with a Special Development Officer (Prohibition- Amelioration)	1 week.
19. Item of training: (a) Work with a Labour Officer (1) Study of (i) The Industrial Disputes Act. (ii) The Industrial Establishments (Standing Orders). Act. (iii) The Trade Unions Act. (2) Study of Conciliation work by Labour Officers. (3) Perusal of records in the Office of the Labour Officer.	4 days.
(b) work with an Inspector of Factories Study of (1) The Factories Act. (ii) The payment of Wages Act. (iii) The Madras Shops and Establishments Act. (iv) The Maternity Benefits Act and (v) The Workmen's Compensation Act.	4 days.

GOVERNMENTOF MADRAS.

Abstract.

PUBLIC SERVICES- Provincial Services- Madras Civil Service (Executive Branch)- Probationers recruited otherwise than by transfer from the Madras Revenue Subordinate Service- Course of training- Revised.

Revenue Department.

G.O. Ms. No. 2020. Dated the 24th August 1948
Read the following:-

G.O. Ms. 386, Revenue, dated the 10th February 1942.
G.O. Ms. No. 1650, Public (Special), dated 7th July 1948.
From the Board of Revenue, Ref. D. 3743/48-1, dated the 26th April 1948.

O R D E R:

The Government accept the recommendation of the Board of Revenue that the same training as is prescribed for the Indian Administrative Service probationers should be given to the Prabationary Deputy Collectors also. They accordingly direct the scheme of training prescribed in G.O. Ms. No. 1650, Public (Special) dated 7th July 1948 for the Indian Administrative Service Probationers be adopted for the Probationary Deputy Collectors. At the conclusion of this training which extends for 13½ months the Probationary Deputy Collector will undergo training for two weeks with the District Prohibition Offic and for one week with the Special Development Officer (Probibition-Amelioration). The items of training will be as shown in the annexur to this order.

2. The Board of Revenue is requested to work out the details of the scheme in consultation with the Collectors for applicati in the several districts.

(By Order of His Excellency the Governor).

G. Venkateswara Ayyar,
Secretary to Government.

To the Board of Revenue.
Copy to the Public(Special) Department.

(True Copy).

Annexture.

Itmes of training:	Period.
1. Work in the Collector's office (To have a general idea of the work in the Collector's office. Instructions in survey should also be undertaken at this stage.)	1 month.
2. Training with a karnam.	1 month.
3. Work with a Revenue Inspector.	6 weeks.
4. Work with a Tahsildar. (Out of these 4 weeks the Probationary Deputy Collector should spend one fortnight with the Taluk Head Accountant and the remaining period with the Tahsildars. He should during this period attend the Jamabandi of the taluk.)	1 month.